



## Wisconsin State Capitol Police

State Capitol – Room B2 North

Madison, WI 53702

Phone: (608) 266-7840

Fax: (608) 267-9343

Email: [StateCapitolPolice@wisconsin.gov](mailto:StateCapitolPolice@wisconsin.gov)

### State Capitol Advance Notification

Name		Date Submitted	
Address		City	State Zip Code
Telephone		Email	
Organization		Location Requested	
Date(s) Requested	Start Time	End Time	Size Estimate
General Description			

#### Advance notifications:

- Can be submitted to reserve space in the Capitol for groups of 12 or more
- Can be submitted 2 to 10 business days in advance
- Can be requested for up to 5 cumulative days
- Permitted events and DOA-led tours will receive priority over an Advanced Notice event. If a permitted event or DOA-led tour is scheduled, the State Capitol Police will notify you as early as possible.
- If any equipment is needed, you must use the permit application.

*Your Advance Notification can be mailed, emailed or faxed to the State Capitol Police. If you prefer, you may also provide your Advance Notification information by calling (608) 266-7840.*